

**FULL BOARD MEETING MINUTES**  
**of the**  
**BOARD OF NURSING**  
**301 SOUTH PARK AVE, HELENA, MT**  
**4<sup>th</sup> FLOOR LARGE CONFERENCE ROOM**  
**9:16 AM – 2:45 PM**  
**JULY 12, 2017**

**Telephone Conference Line: (877) 820-7831 Passcode: 123474**

**1. Call To Order - Establish Quorum - Introduction of Board & Staff Members Present (00:00)**

The meeting was called to order at 9:16 a.m.

**Mission Statement of the Board:** *The mission of the Board of Nursing is to protect the health, safety and well-being of Montana citizens through the licensing of competent nursing professionals and by the regulation of the practice to promote the delivery of quality health care.*

**Board Members Present:**

Mr. N. Greg Kohn, Public Member, President  
Ms. Sandy Sacry, RN Member  
Ms. D. Yolonda Schulz, LPN Member  
Ms. Laureli Scribner, APRN Member  
Ms. Lanette Perkins, RN Member  
Mr. Tom Glover, Public Member  
Ms. Shari Brownback, LPN Member  
Ms. Joyce Dombrowski, RN Member

**Board Members Not Present:**

Dr. Sharon Sweeney Fee, RN Member

**Board Staff Present:**

Dr. Cynthia Gustafson, Executive Officer  
Mr. Dylan Gallagher, Board Counsel  
Ms. Susan Asplund, Administrative Specialist  
Ms. Heidi Kaufman, Compliance Specialist  
Mr. Todd Younkin, Division Administrator

**Guests Present:**

Heidi Blossom, Deena Breckenridge, Cindy Farrell, Mary Thomas, Joseph Doris, Mike Ramirez, Meg McGauley, Dr. Casey Blumenthal, Janine Griffin, Kailyn Mock, Dr. Rita Kratky, Kyle Selhost, Shanna Stanley, Addie Lepley, Laurie Glover, Mona Huffman, Cody Dugan, Joe Dorin, Kayleigh Kooper, Danielle Crawford, Katie Kelly, Michelle Adrian, Kaitlin Colligan, Justin Wells, Lindy Schroder, Allison Simon, Rachel Kivela, Julie Jezierski, Luke Rumochi, Gretchen Simons, Sarah Hawkaluk, and Russ Motschenbacher. By Phone: Jennifer Schermerhorn, Susan Floyd, Tracy Kloos, Linda Barnes, Katrina Luther, Karla Lund, and Vicki Byrd.

**2. Approval and Tentative Modification of Agenda Order (04:32)**

**Motion (04:42):** Ms. Joyce Dombrowski moved to approve the agenda as written. Ms. Sandy Sacry seconded. The motion carried unanimously.

**3. Review of Minutes (04:55)**

**4. Public Opportunity to Comment (05:06)**

There was no public comment.

**5. Board Action (05:52)**

**a. Yearly Election of President of the Board (ARM 24.159.408, 24.159.409) (05:56)**

**Motion (06:05):** Ms. Lanette Perkins moved to nominate Mr. Greg Kohn as president for another year. Ms. Shari Brownback seconded. Motion carried unanimously.

**b. Non-Routine Applications (ARM 24.159.403) (06:37)**

**i. Deena Breckenridge (06:40)**

**Motion (31:50):** Ms. Sandy Sacry moved to approve a probationary license for 1 year for Deena Breckenridge, with monthly reports from her nursing work supervisor to include: attendance, medical management, job performance, continuing education plan for refreshing nursing knowledge and progress, and a quarterly report from her probationary officer. The continuing education plan is to be sent to the Board's Executive Officer for review, within 60 days of license being issued. Mr. Tom Glover seconded. Discussion followed. The motion carried unanimously.

**ii. Joseph Doris (40:30)**

Mr. Sandy Sacry recused herself.

**Motion (49:06):** Ms. Shari Brownback moved to accept the non-routine application for Joseph Doris. Ms. Laureli Scribner seconded. The motion carried.

**iii. Cindy Farrell (50:01)**

Ms. Shari Brownback recused herself.

**Motion (1:20:55):** Ms. Laureli Scribner moved to give Cindy Farrell a conditional license which includes the condition that she enter the disciplinary track of MPAP (Montana Professional Assistance Program for Nurses) and develop a continuing education plan with a minimum of 24 and maximum 48 contact hours related to nursing content for practice refresher, to be agreed upon with her nursing supervisor; approved by Board's Executive Officer and presented to Executive Officer within 60 days of licensure. The CE may be used for renewal of her license. Ms. Yolonda Schulz seconded. The motion carried.

**iv. Tracy Kloos (1:24:00)**

**Motion (1:29:20):** Ms. Shari Brownback moved to accept the non-routine application for Tracy Kloos. Ms. Sandy Sacry seconded. The motion carried unanimously.

**v. Jennifer Schermerhorn (1:30:36)**

**Motion (1:37:03):** Ms. Laureli Scribner moved to accept Jennifer Schermerhorn's non-routine application, allow her to test and have an unencumbered license once she passes the exam. Ms. Joyce Dombrowski seconded. The motion carried unanimously.

**c. Introduction of new (contract begun July 1, 2017) Nurses Assistance Program (NAP) Contractor:**

Mr. Mike Ramirez, Clinical Coordinator for Montana Professional Assistance Program and Meg McGauley, RN, Clinical Coordinator **(1:39:06)**

**d. NAP Quarterly Report (2:22:56)**

**e. Administrative Closure of Complaints with Board Motion: Dylan Gallagher, Board Counsel (2:27:13)**

**Motion (2:30:46):** Ms. Laureli Scribner moved to direct department staff to administratively close allegations of a licensee convicted of a first offense DUI, where the licensee has completed a court-ordered treatment program and has been found not chemically dependent. Ms. Yolonda Schulz seconded. The motion carried unanimously.

**f. Nursing Education Programs (ARM 24.159.635) (2:31:28)**

**i. Substantive Changes: Interim and New Program Director (2:31:37)**

**Motion (2:34:14):** Mr. Tom Glover moved to accept the change made at MSU College of Nursing for hiring an Interim Director, Dr. Teresa Seright through July 24, 2017 and then Dr. Sarah Shannon, assumes the position as Dean of the MSU College of Nursing on July 24, 2017. Ms. Yolonda Schulz seconded. The motion carried unanimously.

**ii. Conditional Approval Status (ARM 24.159.640):** Quarterly Report from Miles Community College (2:34:44)

**Motion (2:57:38):** Ms. Lanette Perkins moved to accept the Miles Community College's quarterly report as presented, noting the program does not currently have in place an interim or permanent program director, but hopes to name one by August 1, 2017. Mr. Tom Glover seconded. The motion carried unanimously.

**g. Rule Making: Report to the Board from Task Force (3:35:48)**

**i. Recommendation to repeal ARM 24.159.1006 Standards Related to the Practical Nurse's Role in Cosmetic Procedures; ARM 24.159.1206 Standards Related to the Registered Nurse's Role in Cosmetic Procedures**

**Motion (3:55:23):** Mr. Tom Glover moved to repeal ARM 24.159.1006 Standards Related to the Practical Nurse's Role in Cosmetic Procedures and ARM 24.159.1206 Standards Related to the Registered Nurse's Role in Cosmetic Procedures. Ms. Yolonda Schulz seconded. The motion carried unanimously.

**ii. Would this proposed rule change have a significant and direct impact on small business? (MCA 2-4-111 Small Business Impact Analysis – Assistance).**

**Motion (3:56:46):** Ms. Laureli Scribner moved that the repeal of ARM 24.159.1006 and 24.159.1206 will have a direct and significant impact on small businesses. Ms. Sandy Sacry seconded. The motion carried unanimously.

**Motion (4:04:19):** Ms. Sandy Sacry move to accept the small business impact analysis as discussed. Ms. Lanette Perkins seconded. The motion carried unanimously.

**6. Enactment of Senate Bill 166: Enhanced Nurse Licensure Compact:** Cynthia Gustafson, Executive Officer (3:00:32 and 3:33:30)

**7. Progress Report on Contracted Nursing Educational Offerings:** Kailyn Mock, Contractor from the MT Office of Rural Health and AHEC, Bozeman, MT (4:07:12)

**8. Board Training and Planning:** Strategic Planning Workshop Scheduled for Aug 11, 2017 Helena (4:14:39) 8:30 a.m. - 4:30 p.m. at 301 South Park, Helena, MT, large conference room, facilitated by Mr. Ian Marquand, Executive Officer for the Board of Medical Examiners.

**9. Departmental Reports:**

**a. Budget Report:** Cynthia Gustafson, EO (4:21:14)

**b. Licensing Report:** Cynthia Gustafson, EO (4:43:27)

**c. Business Standards Division Administrator Report:** Todd Younkin (available at 1 pm) (3:09:02)

**10. Items of Interest: (4:46:18)**

**a. NCSBN Annual Meeting, Aug 15-18, 2017, Chicago:** Greg Kohn and Shari Brownback attending as delegates (4:46:20)

**b. The Essence of Nursing Care,** Guest Editorial for AJN (American Journal of Nursing) Dr. Sue Hassmiller, May 2017 (4:50:41)

**c. How Should We Prepare for the Wave of Retiring Baby Boom Nurses?** Dr. Peter Buerhaus (MSU) May 2017 (4:50:43)

- d. Other items of interest?** i.e., agenda items for next meeting, suggestions for newsletter articles  
**(4:50:58)**

**11. Adjourn (4:52:32)**

The meeting adjourned at 2:45 p.m.